



Dodge County Local Emergency Planning Committee

LEPC Meeting Minutes

Wednesday, July 16, 2014 - 1:07PM

Dodge County Law Enforcement Center – EOC

Members present:

Kraig Biefeld, EMS	Larry Schraufnagel, County Board
John Haase, Dodge County Highway (Alt)	Lee Smith, Fire (Alt.)
Joe Meagher, Emergency Coordinator	Mary Roche, Red Cross
Amy Nehls, Coordinator of Information	Elsie Gonzalez, UW-Extension (Alt)
Gary Berger, School	Don Wellnitz, HAZMAT
Christine Thompson, Hospital	
Jody Langfeldt, Dodge County Public Health (conference call)	

Excused:

Dan Heim, DNR	Tony Brugger, Law Enforcement
Sarah Neu, Member At-Large	Dave Magnussen, Facility Rep.

Others Present:

Jim Mielke, Dodge County Administrator	Mike Merk, Grande Cheese Co. PSM Coordinator
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1. Call to Order

President, Jody Langfeldt, called the meeting to order at 1:07 PM.

2. Introduction/Roll Call of Members

Round table introductions were done. Attendees were reminded to sign the sign-in sheet.

3. Review and approval of minutes of April 16, 2014

Review/Approve the minutes of April 16, 2014 meeting. Motion made to accept as printed by Mary Roche, second by Don Wellnitz. **Motion Carried.**

4. Correspondence

Amy had received an e-mail from Mary Roche asking about all the crude oil running through the southern part of Dodge County by rail. Amy informed the group that this was a very timely topic as she and Joe had just been to a presentation by Canadian National on the Bakken Crude shipments. In January 2014 there was a "Call to Action" by the US DOT which resulted in an Emergency Order issued on May 7, 2014 that carriers that transport a single train of 1 million gallons or more of Bakken crude oil, need to notify the State Emergency Response Commission (SERC) of each state in which it transports the and the expected movement of such trains through the counties in that state. Wisconsin Emergency Management (the state SERC) has been notified by Burlington Northern-Santa Fe, Canadian Pacific and Union Pacific that they qualify for this notification in Wisconsin, with Canadian Pacific reporting transports through Dodge County. Amy had also recently been contacted by one of the Fire Chief's that they saw a similar presentation at the state Fire Chief's Convention, it was decided to bring this information to the next Dodge County Fire Chief's Association Meeting in August. Amy is hopeful that the fire departments will work on some type of target hazard MABAS (Mutual Aid) card for a rail incident. Emergency Management will help support this effort of preparedness by bringing in any needed training and is hopeful that Dodge County can do a series of exercises (tabletop, functional and full-scale) on a rail incident.

5. Public comments

None.

6. Review/Update HAZMAT Response Expenditures Procedures.

The procedure was reviewed. Amy also told the LEPC that according to the procedure they can set the cost recovery amounts yearly or when an event happens they can convene a meeting and go through the reimbursement claims. In order to be more flexible and not have to change the procedure document yearly, it was decided to separate motions and votes on the procedures and on the reimbursement amounts. Motion made to accept the *Policy and Procedures for the Handling of Reimbursement Claims* as printed by Larry Schraufnagel, second by Gary Berger. **Motion Carried.**

Amy informed the group that the following charges for reimbursement have applied to past HAZMAT incidents:

\$35.00 per hour/per man

\$525 per hour HAZMAT Truck base rate for first 2 hours, \$150.00 per hour for each additional hour

Replacement value for Damaged/non-recoverable equipment, consumables/supplies

Invoice cost for Clean-up, lab costs, technical services

Hourly rate (including fringe benefits) for EM Staff time/Administrative Costs

Motion made to accept these amounts as the current HAZMAT reimbursement rates by Don Wellnitz, second by John Haase. **Motion Carried.**

7. EPCRA Report

The following facilities are due to have the off-site plans updated by September 30, 2014 (Amy noted the ones that are lined out have been completed to date:

~~Apache Stainless~~

~~Beaver Dam Wastewater~~

~~Beaver Dam Water~~

~~Kraft Foods~~

~~Richelieu Foods~~

~~Ryder Beaver Dam Logistics Center~~

~~Burgess Norton~~

~~Columbus Wastewater~~

~~Columbus Chemical Industries~~

~~Horicon Wastewater~~

~~Quad Graphics—Lomira~~

~~Watertown Water~~

AT&T – Beaver Dam (Telecommunications plan)

AT&T – Horicon (Telecommunications plan)

AT&T – Juneau (Telecommunications plan)

AT&T – Mayville (Telecommunications plan)

AT&T – Watertown (Telecommunications plan)

AT&T – Waupun (Telecommunications plan)

New Facilities:

Kolpin Outdoors

Charter Communications

Amy told the group that she is currently working on a county-wide telecommunications plan that would update all the AT&T facilities as well as the new Charter Communications facility. Amy is currently working on taking the sample telecommunications plan from Milwaukee County and making it comparable to the Dodge County County-wide Farm plan, she hopes to have the plan done and the sites updated by the end of September. There is a new facility plan needed for Kolpin Outdoors.

8. Reports or announcements by groups:

A. County Board – Larry Schraufnagel

None

B. Senate – Sen. Scott Fitzgerald

None

C. Law Enforcement – Tony Brugger

None

D. Fire – Alan Mannel (Lee Smith present as alternate)

None

E. First Responder/EMS – Kraig Biefeld

Kraig said the Watertown Paramedics and Beaver Dam Paramedics have several members that are working with and training to be TEMS (Tactical EMS) members of the Dodge County SWAT team.

F. HAZMAT – Don Wellnitz

None

G. Medical Examiner – P.J. Schoebel

None

H. Health – Jody Langfeldt

Jody said that she is currently working on the policies and procedures for Public Health programs. The Public Health Preparedness year ended on June 30, 2014, some of last year's dollars went to purchase small pocket guides – *America's Health Guide for: EMERGENCIES*, Public Health, Emergency Management and the Dodge County Aging & Disability Resource Center are listed on the back and will be distributing them to the public (a sample was shown to attendees). Public Health is also looking to fill the position of coordinator, which was held by Alex Lichtenstein until May. Public Health is also working on the Mass Fatality plan and participating in the newly formed Health Care Coalitions.

I. Hospital – Christine Thompson

Christine said that she is a Hospital representative to the new Region 5 Health Care Coalition and she will be attending 6 meetings, with additional sub-committee meetings. The Health Care Coalitions are federally mandated and are supposed to bring Emergency Management, Public Health, EMS, Hospitals and Regional Trauma Advisory Councils (RTACs) together to work on interoperability between missions, by-laws, job definitions and objectives. Christine said the hospital will be having a HAZMAT drill for all shifts on September 25, 2014. Watertown Hospital is also working with the Milwaukee Fusion Center on a building assessment.

J. Red Cross – Mary Roche

Mary wanted to make the members aware that the Red Cross has a national database available called SAFE & WELL that helps people in a disaster let their family/friends/loved ones know they are safe.

K. Environment – Dan Heim

None

L. Agriculture – Jeff Hoffman (Elsie Gonzalez present as alternate)

Elsie introduced herself as the new UW-Extension Dairy and Livestock Agent. Elsie said there will be a manure spill response demonstration with UW-Extension, the DNR and Lemmenes (Waupun) on August 15, 2014, which will be open to the public and first responders.

M. Transportation – John Haase

John said that Highway C South of Fox Lake is currently shut down for construction. The Highway E Bridge in Horicon is also still closed.

N. Community – Sarah Neu

None

O. Facility – Heather Lang & Dave Magnussen

None

P. Broadcast/Print Media – VACANT

None

Q. School – Gary Berger

Gary said that this is the season that school administration plans the drills for the upcoming school year. Gary was not aware of any specific full-scale exercises going on at any of the schools. Amy said the big full-scale exercise for the schools was in October 2013. Amy continues to work with some of the school districts on an individual basis to do tabletops and reunification drills.

R. Emergency Management – Amy Nehls & Joe Meagher

1a. AFG Grant for Simulcasting

Joe reminded the group that last year in August Dodge County received notification that they had received a 2012 Assistance to Firefighters Grant (AFG) for simulcasting the paging channel. The project is well under way and the physical equipment/programming is scheduled to be done by the end of July with the grant closing by the end of August 2014. Simulcasting all the channels is a multi-year project (the paging channel is the first phase), costing around 2.3 million dollars. Dodge County has submitted another application for the 2013 Assistance to Firefighters Grant (AFG) for the next phase of the multi-year project, the awards are usually made in August or September.

2b. Columbus Chemical Exercise & DNR Exercise

Dodge County Emergency Management, Dodge County HAZMAT Team, Columbia County Emergency Management, Columbus Fire, Lifestar EMS, and Columbus Chemical will have a full-scale exercise at Columbus Chemical (Temkin Road, Columbus) on Saturday, July 26, 2014. This will be a dual county exercise for the EPCRA planning facility. Dodge County Emergency Management will also participate in a full-scale exercise on September 11, 2014, to test the new Horicon Marsh Response Plan. Dodge County Fire Chief's Association will be receiving a response trailer for marsh incidents and there will be training on the response trailer and its contents for first responders on September 10, 2014.

3c. All-Hazard Mitigation Plan Completion

The All-Hazard Mitigation Plan has been approved by the state and FEMA and all the municipalities have passed the resolution adopting it. Joe has sent the plan for printing, every municipality will be sent one hardcopy (paper) plan.

4d. Re-codifying of EM Ordinance

Amy has been working with Corporation Counsel on re-codifying the Emergency Management Ordinance. The new ordinance along with a new HAZMAT substance release resolution will be taken to the Executive Committee and the County Board in August.

5e. e-Sponder Course in Dodge County – November 20, 2014

The Dodge County COAD (Community Organizations Active in Disaster) will sponsor and e-Sponder course at the Administration Building (124 East Oak Street) on November 20, 2014 from 8:30am to 12:30pm, anyone interested in attending is welcome.

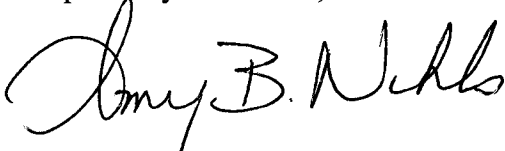
9. Discuss/Set Final Meeting Date for 2013 – October 15, 2014 at 1:00PM (? WEMA convention)

Amy said that the scheduled meeting date in October also falls on the Wisconsin Emergency Management Association (WEMA) conference, and since Amy and Joe are planning the conference they are required to be in Madison that day. Amy informed the LEPC members that all the requirements of the 2014 Plan of Work for the LEPC have been completed, as of today's meeting. The members agreed to forgo on the October meeting unless something comes up that Amy and Joe feel a meeting should be scheduled.

10. Adjournment

Motion made by Gary Berger, second by John Haase to adjourn the meeting. **Motion Carried.** The meeting adjourned at 2:13 PM.

Respectfully Submitted,



Amy B. Nehls
Secretary/Coordinator of Information

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.